



UNIVERSITY OF
NOTRE DAME

Mendoza College of Business

Executive Education

University of Notre Dame
Executive
Certificate Programs
2008

Leadership and Management

Executive Certificate Program

**NEW
CERTIFICATE
PROGRAM**



UNIVERSITY OF NOTRE DAME

The University of Notre Dame, founded in 1842, is one of the premier universities in the country. Admission to the university is highly competitive, with five applicants for every opening in the freshman class. Notre Dame is currently ranked #20 among the best national universities by *U.S. News & World Report*. The Mendoza College of Business is currently ranked as the #7 undergraduate business school in the nation by *BusinessWeek* and consistently ranks among the best in business education and remains among the top business schools worldwide.

The University of Notre Dame is accredited by the Higher Learning Commission of the North Central Association of Schools and Colleges (NCA). The Mendoza College of Business is accredited by the Association to Advance Collegiate Schools of Business (AACSB).

Hurry! Monthly Classes Fill Quickly.

- 800-441-5620
- Intl. +1 813-612-5304
- NotreDameOnline.com

Master Leadership and Management Techniques – Online!

Learn how to distinguish leadership from management – and which skills to apply in a given situation – with Notre Dame's **new Executive Certificate in Leadership and Management** program! From tactics to strategy, you'll study proven ways to identify your role and respond effectively. In addition to navigating the nuances that make leadership and management distinct but interdependent, you'll employ a variety of self-assessment tools to modify and enhance your own style.

DEVELOP YOUR UNIQUE LEADERSHIP STYLE FOR SUCCESS

Successfully leading and managing others starts with knowing yourself. That's why Notre Dame has incorporated classical discovery tools such as the Myers-Briggs Type Indicator with newer methods to identify cognitive problem-solving styles. As you examine the impact of your behavior on others, you'll position yourself for success at any level – whether you're in charge of a single project, guiding an entire department or influencing your organization's overall strategy and culture.

Learn How to:

- Use conceptual tools to understand leadership effectiveness
- Identify and describe the relationships between leaders and followers
- Understand the dynamics of delegation, empowerment and risk
- Apply new approaches to building a high-performance team
- Strengthen your leadership skills in the era of hyperchange

The online Executive Certificate in Leadership and Management program features three eight-week courses presented by the country's leading experts in leadership and management – the same professors who teach at Notre Dame's top-ranked Mendoza College of Business!

“Tomorrow's business leaders will need an increasingly wide range of skills. For those with gaps in their knowledge, executive education programs are an important way of plugging the holes.”

*Bill Ridgers, Editor of 2006 Executive Education Survey
by the Economist Intelligent Unit*



EXECUTIVE CERTIFICATE IN LEADERSHIP AND MANAGEMENT

Notre Dame's online program teaches you how situational awareness and other factors impact leadership and management. It equips you with effective ways to assume the right role at the right time, whatever your level of management or leadership.



Figure 1

ADVANCED CERTIFICATION

Students receive their Executive Certificate in Leadership and Management after completing these eight-week courses:



This interactive program is an ideal opportunity to earn a professional certificate anytime, anywhere – including in your home, at work or even while you travel. No classroom attendance is ever required. Through advanced Internet technology, you are immersed in a stimulating online learning environment that facilitates communication and collaboration among participants and faculty.

Program Benefits

- Assess needs and motivation of individuals at all organizational levels
- Enhance skill in giving and receiving feedback
- Sharpen your decision-making ability, coach effectively and resolve conflict
- Use self-assessment tools to develop your own unique leadership style

Who Should Enroll?

This dynamic program benefits professionals at all levels – from team leaders focused on a specific project, to managers of work groups and departments, to executives who determine an organization's strategic direction and culture. With each course you will acquire new skills you can begin applying immediately and new credentials to update your resume. Complete all three courses and receive your Executive Certificate in Leadership and Management from Notre Dame's Mendoza College of Business.

EXPERIENCE AN UNMATCHED ONLINE CLASSROOM

Our online classroom is second to none! It's dynamic, interactive and multimedia driven. You'll interact with fellow students and instructors in real time on message boards, in online chat rooms and via email – it's just like being in the classroom, live, on the Internet.

Communicating with professors during virtual office hours and viewing leading industry experts via streaming video make learning faster than in the traditional classroom setting. You'll do everything online in your own time, so you can work full time and continue your education, impacting your company's bottom line in a very positive way!

UNPARALLELED FEATURES

- Virtual classroom that's better than live
- Professor-led classes through online streaming video
- Chat rooms and message boards for rich, real-time interaction with professors and students alike
- Ability to study anytime, anywhere
- No required login times – 24/7 access
- Multimedia access – not a book-in-a-box, go-it-alone program

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UNIVERSITY DISTINCTIONS

- Ranked #7 among the nation's top-30 undergraduate business schools by *BusinessWeek*
- Ranked #20 among the best national universities by *U.S. News & World Report*
- Ranked among the nation's top graduate business schools by *BusinessWeek*

ACCREDITATION

The University of Notre Dame has received a full, 10-year accreditation from the Higher Learning Commission of the North Central Association of Schools and Colleges (NCA). The Mendoza College of Business is accredited by the Association to Advance Collegiate Schools of Business (AACSB International is the primary accrediting association for American schools of business).

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LEADERSHIP AND MANAGEMENT: LEARN TO EXCEL IN BOTH ROLES — ONLINE!

The **Executive Certificate in Leadership and Management** is made up of three eight-week certificate courses: *Effective Leadership*, *Leading Teams and Organizations*, and *Executive Leadership Strategies*. The courses, which feature thorough assessments that build on each other in a step-by-step progression, culminate with the creation of a customized map based on your personal leadership style.

Effective Leadership

The course is designed for exceptional individual contributors who have been called or have taken the lead on a team or project level and have direct responsibility for guiding the work of others. You will use guided investigations, self-assessments and challenging problem-solving studies to develop your unique leadership style for success.

What You'll Study:

- Conceptual tools for understanding leadership effectiveness
- Guidelines for the transition from individual contributor to manager
- Insights into the relationships between leaders and followers
- The responsibilities of leaders to make timely decisions
- The constant challenge of managing and resolving conflict

Leading Teams and Organizations

The second course in the leadership and management series places students at the crossroads of tactics and strategy, providing the perspective and insight necessary to assess, interpret and respond to situations of uncertainty and complexity. You will learn to positively engage people, teams and organizations by responding to challenges with greater sophistication and confidence.

What You'll Study:

- Contingency models of leadership and performance
- Dynamics of delegation, empowerment and risk
- Insights into personal perspectives of interpersonal relationships
- Approaches to building a high performance team
- Personal principles and values in decision-making

Executive Leadership Strategies

Strategy, foresight, creativity and integrity are the key concepts in this executive phase of leadership and management development. In the culmination of Notre Dame's three-course program, you will learn to synthesize your skills and apply your abilities for developing intellectual capital and organizational culture.

What You'll Study:

- The executive as strategic leader
- Archetypes of leader
- Climates for creativity and cognitive styles
- Industry structure, competitive analysis and competitive foresight
- Business leadership: The rule of law
- Leadership in the era of hyperchange



UNIVERSITY OF NOTRE DAME FACULTY

The Executive Certificate in Leadership and Management is led by members of the Executive Education faculty of Notre Dame's top-ranked Mendoza College of Business! These instructors comprise a constellation of the best coaches, teachers and experts possible – all gathered in one convenient program for you.

Leo Burke, MA, MS

Associate Dean of the Mendoza College of Business and Director of Executive Education, Leo Burke holds an MA in Political Science from Indiana University, and an MS in Organization Development from Aurora University.

Peter A. DeLisle, PhD

Peter DeLisle is a member of the executive education faculty at Notre Dame. He holds a PhD from the University of Texas.

Rajan R. Kamath, PhD

Rajan Kamath is a consultant for some of the world's leading companies. He earned his PhD in Strategy from the University of Michigan.

Margot O'Brien, JD, CPA

Margot O'Brien teaches business law in the Mendoza College of Business at Notre Dame. She graduated from the Notre Dame Law School.

Gaylen D. Paulson, PhD

Gaylen Paulson teaches in a variety of programs at the University of Texas, and within the McCombs School of Business. He received an MS and PhD in Communication Studies at Northwestern University.

John A. Walker, PhD

John (Jack) Walker is a program faculty member in Executive Education in the Mendoza College of Business, where he teaches leadership and change. He earned his PhD at the University of Michigan.

J. Michael Crant, PhD

Mike Crant is senior faculty member in the Department of Management at the Mendoza College of Business. He earned a PhD in Organizational Behavior from the University of North Carolina.

Joseph Holt, JD

Joe Holt is the Director for Executive Ethics in the Executive Education program at the Mendoza College of Business. Dr. Holt received his JD from Harvard Law School.

Timothy J. Koegel, MS

Tim Koegel helps executives, politicians and business professionals strengthen their message and refine their delivery skills. Koegel is a graduate of the University of Notre Dame and is a program faculty member in Executive Education at Notre Dame.

James Scofield O'Rourke, IV, PhD

James S. O'Rourke teaches management and corporate communication at Notre Dame. He is a graduate of Notre Dame, with advanced degrees from Temple University, the University of New Mexico, and a Doctorate in Communication from the S. I. Newhouse School of Syracuse University.

Paul J. Slaggert, MBA

Paul Slaggert has more than 20 years of experience in academic leadership roles at Notre Dame, the University of Cincinnati and Boston College. He holds a BBA in Management from Notre Dame and an MBA in Finance from Boston College.

David Womeldorff, MS

David Womeldorff is a consultant, executive coach and author who regularly works in Executive Education at Notre Dame. He holds a Master's Degree in Applied Behavioral Science from Wright State University.

Jim Davis, PhD

James H. (Jim) Davis is Associate Professor of Management and Director at Notre Dame's Gigot Center for Entrepreneurial Studies. He earned his PhD from the University of Iowa.

Leo Flanagan, Jr., PhD

As Principal of Flanagan Consultants, Leo Flanagan helps leaders and organizations across the globe to improve their performance. Dr. Flanagan received his PhD from the City University of New York.

David Hayes, MBA

David H. Hayes is the William Alexander Nolan Director in Family Business Enterprise at Notre Dame. He holds an MBA from the University of Notre Dame.



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Executive Education



UNIVERSITYALLIANCE®

The Nation's Leading Universities Online

The University Alliance (UA) facilitates the promotion and online delivery of degree and professional certificate programs from the nation's leading traditional universities and institutions. Powered by UA's technology and support services, our university partners have surpassed 300,000 online enrollments – making UA the largest facilitator of e-learning in the country. University Alliance partners include Villanova University, the University of Notre Dame's Mendoza College of Business, Tulane University's Freeman School of Business, Thunderbird School of Global Management, the University of San Francisco, the University of South Florida, Florida Institute of Technology, The University of Scranton and Jacksonville University.

One simple call connects you to the broad range of benefits offered by the University Alliance. You will be assigned a program representative who serves as your contact for non-academic issues – answering questions about financing options, helping you to enroll in the next class and more. Technical support personnel and other professionals are also easily accessible every step of the way.

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CERTIFICATE PROGRAM TUITION

Executive Certificate in Leadership and Management

Take all three courses and receive your **Executive Certificate in Leadership and Management**. Earning an executive certificate demonstrates your solid understanding of leadership and management skills and helps you become a more effective business leader and communicator.

Sign up for all three courses in this track and receive a special tuition rate of \$4,995. That's \$945 off the regular tuition price of \$5,940 for all three courses individually.

Leadership and Management

Effective Leadership	\$1,980
Leading Teams and Organizations	\$1,980
Executive Leadership Strategies	\$1,980
TOTAL	\$5,940
Special Package: All three courses (a \$945 savings)	\$4,995

Continuing Education Units (CEUs): Earn 1.5 for each eight-week course.

WHAT TYPES OF DISCOUNTS AND ASSISTANCE ARE AVAILABLE?

Tuition Assistance

Your tuition cost may be covered by your company's tuition assistance program and may also be tax deductible. Consult your HR department and your tax advisor for more information.

Career Training LoanSM

SLM Financial, a Sallie Mae company, offers a comprehensive, flexible, low-cost loan product specifically designed to help working adults who enroll in an accredited university's distance learning undergraduate or graduate degree program or certificate program. The SLM Financial Career Training Loan, with its quick application and approval process, will have you ready to enroll in the next available session. For more information on the SLM Financial Career Training Loan, contact a program representative today or fill out an online application.

Military Discount

Special discounts are available for active U.S. military servicemembers. Please call for more information.

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CORPORATE PROGRAMS

Unleash the Power of Your Organization

Establish a corporate training program today, and begin to see positive results in your organization immediately!

What You'll Get

A well-educated workforce equals corporate success. Along with saving your company valuable time and money, you'll provide your employees with the opportunity to learn the necessary skills to lead improvement initiatives that result in measurable sales growth, economic value, customer satisfaction and retention, and employee satisfaction and motivation. These skills will help increase your bottom line and create a streamlined work environment.

Start With a Pilot Program!

Register a group of your employees in an online class, and see how their newly acquired knowledge increases productivity and impacts your bottom line. This pilot program offers the following services to your organization:

- Special corporate pricing
- A unique, expert-led online session to "kick off" the course
- A survey of employees after class to ensure quality and satisfaction
- An end-of-course review with corporate managers
- All employees will be in the same online class

Guarantee your staff's success with leadership and management skills from the University of Notre Dame! Getting started is easy. Contact us today for complete details.

A DIVERSE NETWORK

Join the growing number of companies nationwide who have experienced the University Alliance difference:

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